

# Digitization FAQ's

Central Library, 4th floor, Room 435

**IDEALab**  
SAN DIEGO PUBLIC LIBRARY

## Q: What are the Digitization Stations?

**A:** Innovative stations to learn how to access, digitize, and share videos, audio recordings, photographs, and slides.

## Q: Do I need a library card to access these resources?

**A:** No, you do not need a library card.

## Q: Do I need a reservation to use the stations?

**A:** Yes, Reservations are available for up to 2 hours per day/user. Reserve a session at <https://sdplcentralidea.setmore.com/>

**Note:** Transfer of video occurs in real time 1 hour of original video = 1 hour to digitize. Additional time needed for compressing and saving file(s).

## Q: Where can I learn more about digitization and find related programs/classes?

**A:** Knowledgeable library staff and volunteers will be on site, as well as, access to step-by-step instructional guides. Any programs, and classes can be found in the Library's online calendar: <https://sandiego.librarymarket.com/>

## Q: How do I save my digitized content?

**A:** Bring a USB or external hard drive to save your content, or save it on Cloud Storage. Please make sure your external device has sufficient space. **We recommend at least 4GB for every 1-hour of video transfer (after compression).**

## Q: Have additional questions? Need further assistance?

**A:** Contact us at: [weblibrary@sandiego.gov](mailto:weblibrary@sandiego.gov) or 619-236-5800

